



University of Cambridge ESOL Examinations
**Certificate in Teaching English to
Speakers of Other Languages**
2016/2017 Course Information

FULL TIME COURSES

1 August 2016 — 26 August 2016
28 December 2016 — 25 January 2017
6 February 2017 — 3 March 2017
13 March 2017 — 7 April 2017
7 August 2017 — 1 September 2017
4 weeks; Monday—Friday 9.00am—5.30pm

PART TIME COURSES

1 August 2016 — 22 October 2016
7 August — 28 October 2017
12 weeks; Monday & Wednesday 17:30—21:00 and Saturday 9.00—15:00

- The course fee is **\$3,200.00, (includes an application fee of \$150.00)** No G.S.T.
- The Registration fee of **\$150.00** must accompany your application. An interview will not be conducted without this. The Registration fee is non-refundable.
- The course fee must be paid **21 days** before the course starting date or the place may be offered to another candidate. This fee is refundable only if a substitute candidate can be found. **After the course has started, fees are not refundable under any circumstances.**
- A **discount of \$250.00** applies if, following completion of the application and interview process, full payment is received **3 weeks** before the course starting date, (early bird total of \$2,950.00 includes the \$150.00 application fee).
- There is a fee of **\$50.00** for transfer of registration from one course to another.
- The number of trainees is limited to 18. The trainee tutor ratio is 6:1. Admission to the course is at the discretion of the Director of Training.
- Applicants without a degree or recognised diploma will be considered. The basic minimum requirement is successful Tertiary Entrance or an adequate STAT result. However please note, should you wish to teach in Australia, a bachelors degree is required.
- Certificates are awarded to trainees who attain a standard deemed adequate by the University of Cambridge (ESOL Examinations, Teaching Awards) and whose attendance meets Cambridge requirements. Cambridge stipulates that trainees attend 100% of the course.
- The College reserves the right to change fees at any time and to cancel courses. In the event of cancellation of a course, all fees will be refunded.

If you are interested in applying for one of these courses, fill in the enclosed application form and indicate the course date of your preference on top of the form. Milner College will contact you to make an appointment for an interview.

If you are applying from interstate or overseas and cannot attend an interview, after receiving your application, we will send an interview task for you to complete and organise a phone interview.

Thank you for your interest in our teacher training course.

*****Teacher training since 1987*****
Milner International College of English
379 Hay St, Perth, Western Australia 6000
T 61 8 9325 5444 F 61 8 9221 2392 E celta@milner.wa.edu.au

University of Cambridge ESOL Examinations

Certificate in Teaching English to Speakers of Other Languages (CELTA)



PHOTO

APPLICATION FORM

Date of Application: _____ Preferred course (date): _____

Family Name: _____ First Name: _____

Address: _____

Postcode: _____ Telephone: _____ Mobile: _____

Email: _____ Birth date: _____

Tertiary Education (include copies of certificates): _____

Secondary Education (include copies of certificates only if you were not tertiary educated): _____

TEFL/TESL teaching experience : _____

Other teaching experience: _____

Present job: _____ Telephone: _____

Reasons for wanting to do the course : _____

Which languages do you speak/read/write? Please state level of proficiency: _____

Please describe any medical conditions which may make completion of the course difficult : _____

How did you hear about this course? _____

I have read and understood the information, terms and condition contained in Milner College's CELTA brochure and its attachments

(Signed)

(Date)

- Application check list Completed application form Photo Copies of qualifications Deposit Essay

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Cambridge CELTA

[Please attach this page, signed and dated to your application form]

Enrolment Conditions

I understand that acceptance for my course is subject to successful completion of a selection and/or interview process and I agree that MICE, in their absolute discretion, may accept or reject, without explanation, my application to undertake the course.

I accept MICE's payment, refund and transfer conditions.

I accept that the College reserves the right to change fees at any time and to cancel a course for any reason.

I understand that payment for all courses is to be made by CHEQUE, CASH or CREDIT CARD and that it is necessary for personal cheques to be cleared before the course starting date.

I understand that I must complete all of the assessment components **during the course** in order to be entered for the award.

I understand that the following may be grounds for dismissal from the course:

- Lack of professionalism on my part
- Inappropriate behaviour
- Failure on my part to cooperate reasonably with other trainees, students and MICE personnel.

I will accept as final all decisions made by MICE in regard to grading and dismissal from the course. I understand there is no appeal process.

I accept financial responsibility for any books or materials borrowed by me from MICE.

I understand that I am responsible for providing my own teaching materials and for maintaining a portfolio of work for assessment purposes.

I understand that upon successful completion of the course, MICE will advise and guide me in seeking employment but will not guarantee or arrange such employment.

I understand that MICE is not responsible for the actions of any employers offering jobs which may be brought to my attention by MICE or its personnel.

Indemnity and Release for all applicants

In consideration of MICE accepting my application for enrolment providing tuition to me, I agree that I will not hold it, and/or its employees, and/or agents responsible or liable for and will not make any claim against any of them for any loss, damage, death or injury which I may suffer or cause as a result or in connection with or during the period of: (a) my attendance at any premises owned, operated or controlled by or on behalf of or with the assistance of MICE (b) my attendance at any activity (whether sporting, cultural, social, educational, recreational or otherwise) organised by or on behalf of or with the assistance of MICE or any activity of which MICE have any knowledge and/or (c) any communication whether short term or long term arranged for me by MICE and/or (d) in any way whatsoever my association with MICE.

On behalf of myself, my executors, administrators and assigns I hereby release MICE, and/or agents from loss, damage, death or injury from any actions, claims and demands which, if I had not entered into this Agreement, I might otherwise have been entitled to take or make in respect of any such loss, damage, death or injury and I hereby indemnify MICE and/or its employees, and/or agents against any such liability.

This agreement does not remove the right to take further action under Australia's consumer protection laws. MICE dispute resolution processes do not limit my right to pursue other legal remedies.

I agree that this Agreement shall be governed in all respects by and interpreted in accordance with the Laws of the Commonwealth of Australia and the State in which the campus that I attend is located.

I understand that MICE may be required to make information provided by me available to the Australian immigration and education authorities, in connection with my visa. This includes certain changes to enrolment and breaches of attendance/academic requirements.

I understand and accept all of the above.

NAME _____ ADDRESS _____

SIGNATURE _____ DATE _____